

# Hampton Roads Regional LHRC Committee Meeting Minutes

April 22, 2014

9:00 A.M.

## **I. CALL TO ORDER:**

The committee meeting was called to order by Committee Chair, Doris Peterkin, at 9:15 am

## **II. EXECUTIVE SESSION:**

No business warranted closed session on this date.

## **III. INTRODUCTIONS:**

Members present: Doris Peterkin, Chair, Rev. Christopher Boyd

Absent: James Overton, Crystal Brown, Carleen Siegle

Human Rights Regional Advocate, DBHDS, present: Reginald Daye

Affiliate Representatives: Stephen Marsden, Community Services of Virginia, Inc.; Angie Furrow, Didlake, Inc.; Joan Whitted, Emerson Place, Inc.; Tameka Foster, EVOLVE, LLC; DeForest Mapp, Family Redirection Institute; Tameka Foster, G.R.A.C.E.; Karla Foster, James Bentley Treatment Program; Kimberly Davis, Northwestern Human Services, Inc.; Mary Frances DeMoor, Seeds of Change; Juli Graboski, Sentara Behavioral Health Services; Rita Fisher, Tranquility Manor

## **IV. PUBLIC COMMENTS**

None

## **V. REVIEW AND APPROVAL OF MINUTES:**

The minutes for the meeting held January 28, 2014 were reviewed by those present. Since there was no quorum, approval has been deferred to the July 22, 2014 meeting.

## **Regional Advocate Report**

1. **Mr. Daye offered a reminder that Quarterly reports are due two weeks prior to the scheduled meeting. The Committee can refuse to accept a late report. Letters may then be sent to Licensing to request citations.**
2. **Run the agency's CHRIS reports to submit with narrative report. The report in CHRIS are found in "Ad Hoc Reports". The titles are *Ab-01* and *Comp-01*. The reports will run the numbers of all the Affiliate's current programs together. You will need to pull out what is reportable to this Committee. For any cases of allegations, pull the individual report and bring this to the meeting for closed session.**
3. **There will be an opening on the HRR LHRC for the Chairperson of the Committee. Ms. Peterkin's term will be complete effective 6/30/2014. There may be two additional openings prior to the July 2014 meeting. Affiliates must actively recruit for 'general category' candidates with an interest in serving.**

4. **Mr. Daye reviewed the process for those requesting new or expanded affiliation. The committee members and Mr. Daye must receive documentation of the completed process for new affiliation two weeks prior to a scheduled meeting. For those expanding their services within the Region 5, documents are also due two weeks prior to a meeting. The affiliation will be automatic, but the letter must be submitted containing the essential information.**
5. **Always update your Provider Cooperative Agreement whenever you add an authorized reporter for the Committee meetings. This person must be an employee of your agency with a completed background check.**

## **VI. OLD BUSINESS:**

Once the minutes from the previous meeting are reviewed and approved, at the current meeting, by the Committee, they will be forwarded to the following state website to be posted: ([dbhdsproductionsupport@cov.virginia.gov](mailto:dbhdsproductionsupport@cov.virginia.gov)) within three (3) business days, with corrections made as needed.

A draft of the current minutes will be forwarded to the above noted site for posting on the website within ten (10) business days of the Committee meeting. THIS IS A CODE OF VA REQUIREMENT UNDER FOIA!!!

The "Freedom of Information Act" mandates that all service providers post at each of their sites the date, time, and location of all scheduled LHRC meetings. This posting will include a list of all meetings scheduled for the remainder of the year.

Financial Report: The program affiliates have 0 balance in any bank accounts.

## **VII. NEW BUSINESS:**

Angie Furrow of Didlake presented revisions to their agency's Program Rules documents. Rev. Boyd asked a question about the term "inclusion". This references the activities designed to reintegrate clients into the community. A motion was carried to approve the document as written.

**Mr. Aaron Russell of Seeds of Change was absent from the meeting. Therefore, Sentara BHS provided liaison support this meeting.**

### **PROGRAMS REQUESTING AFFILIATION:**

Abilities Beyond Disabilities was present to request affiliation. They were represented by Sebrina Edwards, President and Juliet Sawi, Service Coordinator. The motion carried to approve the affiliation. Julie Sawi presented the behavioral management information, including the use of Applied Crisis Training (ACT). The Rules of Conduct were outlined. The Committee approved the 1. Behavior Management Plan, 2. **Human Rights plan** and 3. **Policies Rules of Conduct.**

Primecare Health and Rehab, LLC was present to request affiliation. They were represented by Garfield Samuels, MD, Administrator and Felicia Samuels, RN, Program Manager. An overview of the program was presented. This is a group home program for individuals with severe disabilities, who may have co-occurring MH diagnoses. Staff will receive Management of Aggressive Behavior (MAB) training. They submitted the necessary documents and Cooperative Agreement at this time. The program will present to the Committee formally next meeting. The Committee approved the affiliation.

### **PROGRAMS EXPANDING SERVICES:**

Community Services of VA: requesting affiliation for their “Sponsor Residential” services program. The rules and policies & procedures have been submitted, and they are awaiting a response. The documents will be presented formally next meeting. Affiliation was approved by the Committee.

Northwestern Health Services: adding a new group home location in Region 5, the Northern neck area. This site is linked to the company’s Richmond office; 338 Shelton Place, Aylett, VA 23009. The Affiliation is approved since NHS Virginia Beach is an affiliate agency for the HRR LHRC. NHS is also requesting approval of their Protective Mechanical Restraint Policy which was submitted. The policy was approved by the Committee.

## **VIII. PROGRAM REPORTS:**

### **1st Quarter**

Abilities Beyond Disabilities – served 35 clients. )cases of alleged abuse or neglect. 0 complaints. Human Rights training is offered at time of hire and annually. There was a site visit with Mr. Riddick, Licensing Specialist following-up on program name change.

Community Based Solutions – Absent

Community Services of Virginia, Inc. – served 29 individuals in Group home, 12 in home; 9 Intensive in-home and 16 Day Treatment. 1 report of allegation of abuse. 1 case closed. 1 founded for neglect. 0 complaints. 0 restraint or Time-out. License renewal due 3/2015. Recruiting for Committee members in the community.

Didlake, Inc. – 21 served in day support. 0 reports of allegation of abuse. 0 complaints. No response had been received from Kevin Paluszak, regarding revisions to the Human Rights policies & procedures, as of 4/22/2014. License renewal due 6/2015. Recruiting for Committee members in the community.

Emerson Place, Inc. – 5 consumers receiving residential services. 1 reports of allegation of abuse. 0 complaints. Will be reporting on ongoing behavior plan. License renewal due 2015. This Affiliate serves at each LHRC meeting to collect the Affiliate donations for distribution to the Committee Members. The agreed upon donation is \$20.00 per agency.

Evolve, LLC – 13 consumers are receiving intensive in-home services. 20 consumers in the mental health support program. 0 allegation of abuse. 0 complaint. 0 restraint or Time-out. Not actively recruiting for Committee members, but will re-start efforts.

Family Redirection Institute, Inc. – 58 individuals in mental health support program. 54 served in intensive in-home care. 70 in therapeutic day treatment. There were 0 reports of alleged abuse. 0 complaints. Currently auditing their processes. They have closed their Newport News Office. Participates in transportation of Committee Members to the meetings. Sponsoring in-house Crisis Intervention Training. Continues to host the HRRLHRC meetings at their office location. Recruiting for Committee members in the community.

G.R.A.C.E., Inc. – 4 consumers are receiving supportive in-home services. 7 individuals in residential services. 1 allegation of abuse. 1 case closed. 1 complaint (dignity). 1 case founded. Received provisional license, October 2013, for six months.

James Bentley Treatment Program –33 clients served in-home; 9 in day treatment. 0 allegations of abuse. 0 complaints. License renewal due October 2016.

Northwestern Human Services, Inc. – 17 individuals are in residential services. 2 allegations of peer-to-peer neglect. 2 cases closed. 0 complaints.

Seeds of Change – No report today. Incomplete. To offer 4<sup>th</sup> Quarter and Annual 2013 report along with 1<sup>st</sup> Quarter 2014 at the July 2014 meeting. Letter received acknowledging a new reporter, Mary Frances DeMoor. However, the Cooperative Agreement has not been amended yet.

Sentara Behavioral Health Services – 188 patients served for adult acute inpatient. 35 patients served for geropsychiatry. 0 allegations of abuse or neglect. 3 Seclusions. 3 complaints 2 dignity; 1 service). 3 cases closed. License renewal due 8/2016.

Tranquility Manor, LLC – 17 clients served. 0 reports of abuse or neglect. 0 complaint.

## **IX. EXECUTIVE SESSION:**

At 10:25 am, The Committee voted to go into closed session pursuant to Virginia code 2.2-3711A to review allegations of abuse, neglect, complaints, seclusion, restraints, incidents of peer on peer aggression, serious incidents and behavior plans for the following programs: Community Services of VA, Emerson Place, GRACE Inc, Northwestern Human Services, and Sentara BHS.

At 12:25 pm the Committee voted to come out of closed session. Upon reconvening in open session, each member of the LHRC certified that the only things discussed in closed session with the following programs: Community Services of VA, Emerson Place, GRACE Inc, Northwestern Human Services, and Sentara BHS, were the allegations of abuse, neglect, complaints, seclusion, restraints, incidents of peer on peer aggression, serious incidents and behavior plans.

At this time, the Committee moved and voted to adopt the following recommendations for further action:

- \* Community Services of VA: No recommendations
- \* Emerson Place: New behavior plan for D.G. approved with quarterly updates.
- \* GRACE: To bring Program Rules for review to next meeting. Need to address use of ETOH in the program. Change some wording, as well.
- \* Northwestern HS: There will be no use of listening monitors in the facility. Continue to offer updates on use of locks on the refrigerator and cabinets.
- \* Sentara BHS: No recommendations

Meeting Adjourned at 12:31 pm.

The Next quarterly meeting scheduled for all Affiliate Programs will be held July 22, 2014 at Family Redirection Institute, Inc., 5062 Portsmouth Blvd., Chesapeake, VA 23321 9:00am.

Respectfully Submitted,

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Doris Peterkin

LHRC Chairperson

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Julianne M. Graboski  
HRRLHRC Program Support Liaison